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Republic of the Philippines

**CAMARINES NORTE STATE COLLEGE**

F. Pimentel Avenue, Brgy. 2, Daet, Camarines Norte – 4600, Philippines

***Supply and Delivery of Steno Writer/Machine Package Digital Steno Writing Machine for the College of Business and Public Administration***

The Camarines Norte State College – Bids and Awards Committee (BAC) through the 2024 GENERAL FUND (EARLY PROCUREMENT ACTIVITIES-EPA) intends to apply the total of sum of **One Million Six Hundred Fifty Pesos (₱1,650,000.00)** with Reference No.

**CNSCEPASTENOMACH2024**. Bids received in excess of the ABC shall be automatically rejected

1. The Camarines Norte State College now invites bids for the above Procurement Project. Delivery of the Services as specified in Section VI (Schedule of Requirements) of the Bidding Documents. Bidders should have completed, within five (5) years from the date of submission and receipt of bids, a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II (Instructions to Bidders).
2. Bidding will be conducted through open competitive bidding procedures using a non-discretionary “*pass/fail*” criterion as specified in the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.
3. Bidding is restricted to Filipino citizens/sole proprietorships, partnerships, or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines, and to citizens or organizations of a country the laws or regulations of which grant similar rights or privileges to Filipino citizens, pursuant to RA No. 5183.
4. Prospective Bidders may obtain further information from *Camarines Note State College* and inspect the Bidding Documents at the address given below during *office hours, Monday to Friday*.
5. A complete set of Bidding Documents may be acquired by interested Bidders on in payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPBB in the amount of Five Thousand Pesos (P5,000.00). The Procuring Entity shall allow the bidder to present its proof of payment for the fees in person.
6. The **CAMARINES NORTE STATE COLLEGE** will hold a Pre-Bid Conference on November 20, 2023, at the **Office of the Vice President for Administration and Finance, 2<sup>nd</sup> Floor, GASS Building, CNSC Main Campus, Daet, Camarines Norte at exactly 1:30 in the afternoon** which shall be opened to prospective bidders.
7. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below, on or before December 4, 2023 at 9:30 in the morning. Late bids shall not be accepted.
8. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in ITB Clause 14.
9. Bid opening shall be on December 4, 2023 at 11:00 O'clock in the morning at the Office of the VP for Administration and Finance. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. The *Camarines Norte State College* reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.

11. For further information, please refer to:



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**ELOISA R. LUKBAN, MPA**  
**HEAD, BAC SECRETARIAT**  
**RECORDS OFFICE**  
**2<sup>nd</sup> FLOOR GENERAL ADMINISTRATION BUILDING**  
**CAMARINES NORTE STATE COLLEGE MAIN CAMPUS**  
**CP # 09985313141**


November 11, 2023

  
**MARIA CRISTINA C. AZUELO, Ph.D.**  
VP for Administration and Finance  
BAC CHAIRPERSON

### CERTIFICATION

I HEREBY CERTIFY that the posting of the foregoing advertisement covers the period from to November 11,2023 to December 4,2023 in the following conspicuous places in the CNSC premises reserved for the purpose namely:

1. Office of the President
2. Guard House
3. Lobby of the General Administration Building
4. G-EPS
5. CNSC Website

  
**ELOISA R. LUKBAN, MPA**  
Head, BAC Secretariat



## Bid Notice Abstract

### Invitation to Bid (ITB)

**Reference Number** 10307065  
**Procuring Entity** CAMARINES NORTE STATE COLLEGE  
**Title** Supply and Delivery of Steno Writer/Machine Package Digital Steno Writing Machine for the College of Business and Public Administration T  
**Area of Delivery** Camarines Norte

<b>Solicitation Number:</b>	CNSCEPASTENOMACH2024	<b>Status</b>	Active
<b>Trade Agreement:</b>	Implementing Rules and Regulations	<b>Associated Components</b>	10
<b>Procurement Mode:</b>	Public Bidding	<b>Bid Supplements</b>	0
<b>Classification:</b>	Goods	<b>Document Request List</b>	0
<b>Category:</b>	Office Equipment	<b>Date Published</b>	11/11/2023
<b>Approved Budget for the Contract:</b>	PHP 1,650,000.00	<b>Last Updated / Time</b>	11/11/2023 00:00 AM
<b>Delivery Period:</b>	45 Day/s	<b>Closing Date / Time</b>	04/12/2023 14:00 PM
<b>Client Agency:</b>			
<b>Contact Person:</b>	Eloisa R Lukban Administrative Officer V , Head - BAC Secretariat Froilan Pimentel Avenue Daet Camarines Norte Philippines 4600 63-54-8850526 Ext.116 63-54-4402366 eloisalukban@cnsceps.edu.ph		

#### Description

The Camarines Norte State College – Bids and Awards Committee (BAC) through the 2024 GENERAL FUND (EARLY PROCUREMENT ACTIVITIES-EPA) intends to apply the total of sum of One Million Six Hundred Fifty Pesos (P1,650,000.00) with Reference No. CNSCEPASTENOMACH2024. Bids received in excess of the ABC shall be automatically rejected

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ELOISA R. LUKBAN, MPA  
Head, BAC Secretariat

**Pre-bid Conference**

Date	Time	Venue
20/11/2023	1:30:00 AM	Office of the VP for Administration and Finance 2nd Floor, General Administration Building Camarines Norte State College, Daet, Camarines Norte

**Created by** Eloisa R Lukban  
**Date Created** 10/11/2023

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